



To: Eugene Seroka, Executive Director, Port of Los Angeles

From: Ben Schirmer, Executive Director, Harbor Community Benefit Foundation
Sean Hecht, Board Chair, Harbor Community Benefit Foundation

Cc: Doane Liu, Deputy Executive Director and Chief of Staff, Port of Los Angeles
Joy Crose, Assistant General Counsel, Port of Los Angeles
Sharron Scheiber, Staff Counsel, State Lands Commission
Michael Jenkins, Jenkins and Hogin, LLP, Counsel for HCBF

Date: **October 20, 2015, revised November 13, 2015**

Re: HCBF Operating Budget, Year Ending December 31, 2016 & PCMTF Transfer

SUMMARY

The Harbor Community Benefit Foundation (HCBF) administers the Port Community Mitigation Trust Fund, a mitigation fund that was developed as part of the 2008 settlement of the appeal of the TraPac terminal expansion project.

Pursuant to Section 5C.iv. and 5.F. of the TraPac Memorandum of Understanding (TraPac MOU) Operating Agreement between HCBF, the TraPac Appellants, and the Port of Los Angeles Board of Harbor Commissioners (BOHC), HCBF shall submit a detailed budget and report to the BOHC, on an annual basis, regarding its annual administrative needs and requirements. HCBF's operating budget for each year is disbursed from the PCMTF based on this annual request from HCBF to the BOHC.

On October 16, 2015, the HCBF Board of Directors approved submission of this report on the operating expenditures in 2015 (9 months actual plus 3 month forecast), and approved a detailed 2016 Annual Operating Budget, to demonstrate its requirements for funding from the Port Community Mitigation Trust Fund. HCBF hereby submits the report, along with a request for funding for HCBF's operations in 2016. HCBF's Board-approved budget totals \$437,706, and it anticipates a carryforward of approximately \$78,382 as of December 31, 2015. HCBF therefore requests the BOHC to approve a disbursement of the amount necessary to fund HCBF's 2016 proposed budget, \$359,324 from the PCMTF to HCBF's operating account.

OPERATING BUDGET REQUEST

Harbor Community Benefit Foundation requests that the Board of Harbor Commissioners:

1. Review and consider the Harbor Community Benefit Foundation Calendar Year 2016 Operating Budget in the amount of \$437,706, and

2. Authorize the Port of LA Executive Director, or its designee, to execute a joint letter with HCBF, to approve the distribution of funds by JP Morgan Private Bank, in one lump sum payment of \$359,324, from the Port Community Mitigation Trust Fund to the Harbor Community Benefit Foundation.

HCBF BOARD ACTIONS

On October 16, 2015, the following actions were taken, by a majority vote of the Board of HCBF:

PRESENTATION OF INTERNAL FINANCIAL REPORTS - (TRANSMITTAL 1 – memo to HCBF Board dated October 16, 2015)

HCBF Board reviewed HCBF's internal financial reports, including:

- Actuals through Sept 30, 2015 with projections through Dec 31, 2015
- Proposed Budget for 2016
- Statement of Activities for nine months ended Sept 30, 2015
- Statement of Cash Flows (unaudited) for nine months ended Sept 30, 2015
- Combined Statement of Financial Position as of Sept 30, 2015
- Projects & Programs Summary - PCMTF funded & HCBF Board Committed

DISCUSSION, REVIEW AND APPROVAL OF CALENDAR YEAR 2016 OPERATING BUDGET

Board Resolution:

1. Approved and adopted the 2016 HCBF Operating Budget totaling \$437,706;
2. Authorized the Executive Director to carry forward anticipated unused funds, in the projected amount of \$78,382, from the 2015 operating budget; and
3. Authorized the Executive Director to
 - a) present the 2016 annual operating budget in the amount of \$437,706, to the LA Board of Harbor Commissioners (BOHC), for its concurrence; and
 - b) execute a joint letter with the BOHC, or its designee, to approve the distribution of funds in one lump sum transfer from the Port Community Mitigation Trust Fund (PCMTF) to HCBF, in an amount not-to-exceed \$359,324 to sufficiently fund the 2016 annual operating budget.

DISCUSSION

2015 ACTUALS THROUGH SEPTEMBER 30, 2015 WITH PROJECTED EXPENSES FOR OCTOBER, NOVEMBER AND DECEMBER AS COMPARED TO THE APPROVED BUDGET FOR 2015:

The chart below includes the approved budget for 2015 along with a summary of HCBF’s reconciled accounts for the 9-month period ending September 30, 2015, including a 3-month forecast for the calendar year ending December 31, 2015. Based on the difference between the approved budget and the projected actuals for 2015, HCBF anticipates a carry forward of \$78,382.

Harbor Community Benefit Foundation					
2015 Actuals through 9/30/15 with Projections through 12/31/15					
January - December 2015					
	2015				
	Approved Budget	Actuals (Jan - Sept)	Projected (Oct - Dec)	2015 Total	Actuals v. Budget
Source of Funds:					
Carry Forward from previous year	\$29,700			\$29,700	
Air Quality Trust Fund	\$0				
4200 PCMTF Distribution	\$482,000			\$482,000	
Total Funding =	\$511,700			\$511,700	
Expenses					
Personnel:					
6800 Payroll Expenses					
6801 Payroll Taxes	Not included**	\$14,731	\$5,813	\$20,544	
6802 Wages	\$277,300	\$165,485	\$75,975	\$241,460	-\$35,840
6803 Work Comp & Employee Benefits	\$69,325	\$13,453	\$5,400	\$18,853	
6805 401(K) Match	Not included**	\$6,706	\$2,688	\$9,394	
Subtotal Personnel =	\$346,625	\$200,374	\$89,876	\$290,250	-\$56,375
General Operating:					
6000 Furniture and Equipment	\$1,250	\$3,992	\$300	\$4,292	\$3,042
6100 Office Expenses	\$15,000	\$9,960	\$3,320	\$13,280	-\$1,720
6105 Rent	\$16,000	\$13,609	\$4,311	\$17,920	\$1,920
6106 Security	\$935	\$1,155	\$0	\$1,155	\$220
6200 Dues & Subscriptions	\$4,000	\$3,077	\$900	\$3,977	-\$23
6300 Insurance	\$3,100	\$2,603	\$945	\$3,548	\$448
6400 Maintenance & Repairs	\$790	\$696	\$100	\$796	\$6
6500 Marketing	\$18,500	\$10,746	\$3,582	\$14,329	-\$4,171
6600 Meeting, Meals & Ent.	\$3,000	\$1,703	\$150	\$1,853	-\$1,147
6700 Mileage & Parking Reimb.	\$1,450	\$184	\$225	\$409	-\$1,041
6804 Staff Development	\$1,000	\$400	\$600	\$1,000	\$0
6900 Professional Fees	\$75,000	\$63,390	\$9,000	\$72,390	-\$2,610
6950 Taxes & Licenses	\$550	\$150	\$400	\$550	\$0
6960 Travel & Conferences	\$1,500	\$1,071	\$0	\$1,071	-\$429
6999 Program-Related Expenses	\$23,000	\$6,500	\$0	\$6,500	-\$16,500
Subtotal General Operating =	\$165,075	\$119,235	\$23,833	\$143,068	-\$22,007
Total Expenses =	\$511,700	\$319,609	\$113,709	\$433,318	-\$78,382
Carry Forward for 2016 =	\$0			\$78,382	

** Not included as a separate line item in 2015 budget

SUMMARY OF VARIANCES BETWEEN 2015 BUDGET V. 2015 ACTUALS BY COST ACCOUNT:

Below is a summary of why there are differences between the 2015 budget and the 2015 projected actuals, by cost account.

Personnel Expenses:

- Payroll Taxes (6801) - Not included as a separate line item in 2015 budget.
- Wages (6802) - Actuals were lower than budgeted due to timing of replacing the Executive Director.
- Worker's Comp. & Emp. Benefits (6803) - This line item included both 6801 and 6805 in the 2015 budget and is lower due to the timing of replacing the Executive Director.
- 401K Match (6805) - Not included as a separate line item in 2015 budget.

General Operating Expenses:

- Furniture and Equipment (6000) - HCBF relocated its office in July of 2015 and purchased furniture and a laptop for the new Executive Director.
- Office Exp. (6100) - Actuals are less due to overall effort to reduce administrative expenses including renegotiating service contracts such as Verizon Wireless account and ordering office supplies through our San Pedro Chamber membership.
- Rent (6105) - As noted above, HCBF moved its offices in July of 2015 due to the termination of its lease and proposed increase in rent. The budgeted amount for rent did not adequately reflect the rate hike. As of June 2015 the rent was \$1,371.96 plus CAM. Our current rent is \$1,237.00. There is no CAM assessment at our current location.
- Security (6106) - Security is no longer needed at the new office space.
- Dues & Subscriptions (6200) - Minimal variance.
- Insurance (6300) - Actuals exceeded budgeted amount due to rate increases.
- Maintenance (6400) - Minimal variance.
- Marketing (6500) - Actuals are less due to overall effort to reduce administrative expenses including bringing most website maintenance in-house.
- Mtgs., Meals (6600) - Actuals are less due to overall effort to reduce administrative expenses including eliminating or reducing the food provided at board meetings.
- Mileage, Pkg. (6700) - Actuals are less due to overall effort to reduce administrative expenses.
- Staff Dev. (6804) - No variance.
- Prof. Fees (6900) - Actuals represent cost for legal, accounting, audit and consultants used to assist the Foundation during the transition in Executive leadership.
- Licenses (6950) - No variance.
- Travel & Conf. (6960) - Actuals are less due to overall effort to reduce administrative expenses including focusing on local conferences that don't incur travel expenses.
- Prog. Related (6999) - As of July 2015 this line item has been eliminated in an effort to maximize PCMTF funds for grant related purposes.

PROPOSED 2016 BUDGET REQUEST COMPARED TO 2015 APPROVED BUDGET:

On October 10, 2014, the HCBF Board of Directors adopted the 2015 Operating Budget totaling \$511,700. On December 18, 2014, the BOHC reviewed and approved HCBF’s 2015 Operating Budget. The chart below summarizes the proposed 2016 Operating Budget. For comparison, the approved budget for 2015 is included. As shown below, to meet its administrative needs, and fully fund the 2016 Operating Budget of \$437,706, HCBF requires a transfer of \$359,324 from the PCMTF.

Harbor Community Benefit Foundation					
Proposed Budget for 2016					
January - December 2016					
		2015	2016	%	
		Approved Budget	Proposed Budget	Increase or Decrease*	Notes for 2016 budget:
Source of Funds:					
	Carry Forward from previous year	\$29,700	\$78,382		Carry forward from 2015
	Air Quality Trust Fund	\$0	\$0		Was not part of the 2015 budget
	4200 PCMTF Distribution	\$482,000	\$359,324	-25.5%	Total requested from PCMTF
	Total Funding =	\$511,700	\$437,706	-14.5%	
Expenses					
Personnel:					
	6800 Payroll Expenses				
	6801 Payroll Taxes	Not included**	\$21,471		Payroll taxes - Federal Soc. Sec. & Medicare; CA ETT, CA SUI.
	6802 Wages	\$277,300	\$263,380	-5.0%	Based on salaries as of October 2015
	6803 Work Comp & Employee Benefits	\$69,325	\$16,376	-76.4%	Medical, dental & vision, Worker's Comp, Intuit, payroll and 401K admn. charges
	6805 401(K) Match	Not included**	\$9,987		Based on match as of October 2015
	Subtotal Personnel =	\$346,625	\$311,214	-10.2%	
General Operating:					
	6000 Furniture and Equipment	\$1,250	\$2,400	92.0%	
	6100 Office Expenses	\$15,000	\$9,838	-34.4%	Verizon; Go Daddy; Submittable, Office 365, AT&T, Office Depot orders, employee cell phone reimbursement, Adobe, water service, postage and printing
	6105 Rent	\$16,000	\$17,244	7.8%	Rent and electric
	6106 Security	\$935	\$0	-100.0%	No longer needed at new address
	6200 Dues & Subscriptions	\$4,000	\$3,458	-13.5%	SoCal Grantmakers, San Pedro Chamber and Wilmington Chamber
	6300 Insurance	\$3,100	\$4,202	35.5%	D&O, Gen Liab, and Bond
	6400 Maintenance & Repairs	\$790	\$600	-24.1%	Based on \$50 per month
	6500 Marketing	\$18,500	\$12,000	-35.1%	Website, mailings, community outreach and communications
	6600 Meeting, Meals & Ent.	\$3,000	\$1,200	-60.0%	Board meetings, staff meetings
	6700 Mileage & Parking Reimb.	\$1,450	\$1,800	24.1%	Staff travel to offsite meetings
	6804 Staff Development	\$1,000	\$2,400	140.0%	Conference and workshop fees within Los Angeles
	6900 Professional Fees	\$75,000	\$69,300	-7.6%	Legal, accounting and audit fees
	6950 Taxes & Licenses	\$550	\$550	0.0%	Business license fee
	6960 Travel & Conferences	\$1,500	\$1,500	0.0%	For conferences outside the LA area
	6999 Program-Related Expenses	\$23,000	\$0	-100.0%	Deleted for 2016 budget
	Subtotal General Operating =	\$165,075	\$126,492	-23.4%	
	Total Expenses =	\$511,700	\$437,706	-14.5%	
** Not included as a separate line item in 2015 budget					

EXCLUSIONS TO THE ADMINISTRATIVE BUDGET:

All trust fund income and expenses are paid directly to and/or from the fund. Hence, there are no projections for investment income, or expenses, reflected in the HCBF operating budget. As stewards of the trust fund, HCBF closely monitors its performance, and reconciles all PCMTF activity in its internal financial statements.

Grant funding is also not reflected in the Operations Budget.

PCMTF STATUS REPORT: FUNDING SUMMARY OF PREVIOUSLY APPROVED PROJECTS AND PROPOSED FUTURE FUNDING FOR PROJECTS:

Below is a chart that summarizes all previous grant funding, by year and by funding category. The chart also includes funding pending board approval for the end of 2015. The chart at the bottom is a summary of all PCMTF funding use to date.

Funding Summary:		
Funding, approved to date:		
Various	\$300,000	Land Use Study (as required by the Operating Agreement)
	\$185,000	Noise Study (as required by the Operating Agreement)
	\$485,000	Total for Studies
2012	\$350,000	Healthy Harbor Round 1
	\$350,000	Total for 2012
2013	\$450,000	Healthy Harbor Round 2
	\$506,000	Community Benefit Round 1
	\$956,000	Total for 2013
2014	\$620,000	Community Benefit Round 2
	\$550,000	Healthy Harbor Round 3
	\$1,170,000	Total for 2014
2015	\$518,000	Healthy Harbor Round 4
	\$300,000	STEAM Pilot
	\$818,000	Total for 2015 (Previously approved)
	\$3,779,000	Total (Committed funding to date)
Funding, pending approval:		
2015	\$335,000	Community Benefit Round 3 (Pending approval)
	\$335,000	Pending Board Approval for 2015
	\$4,114,000	Grand Total

China Shipping Agreement Update:

The City of Los Angeles acting through the Board of Harbor Commissioners, The Harbor Community Benefit Foundation and the China Shipping Petitioners are currently negotiating the Independent Air Quality Mitigation Program as required by the China Shipping Amended Stipulated Judgment. If approved, \$5,226,944 will be disbursed to HCBF for the reduction of Port-related air emissions (the “Air Quality Mitigation Fund”).

The agreement currently provides an advance of administrative costs of \$250,000 to HCBF from the AQMF special program account to administer development and issuance of the initial Requests for Proposal. If and when HCBF’s role in administering this program is finalized, HCBF will develop a specific, multi-year budget to ensure that it uses the \$250,000 advance as efficiently as possible (HCBF anticipates that this project will take longer than a year). Such a budget would be likely to include reduced expenditures from the PCMTF, since HCBF believes it likely will be able to administer the AQMF utilizing existing staff.

Summary of JP Morgan accounts:

Below is a graph that shows a summary of the 3 investment accounts and 1 savings account at JP Morgan. Information is from a JP Morgan Financial Review and Market Outlook report dated 10/14/15 showing summary of accounts as of September 30, 2015.

JP Morgan Account Balance Summary*	Savings/Investment Accounts	
	Subtotal	Total
Beginning Balance (as of 12/31/14)		\$4,979,466
Contributions		\$0
Withdrawals		-\$625,145
Management Fees		-\$7,256
Income	\$102,568	
change in investment value	-\$68,519	
Net increase		\$34,049
Ending Market Value as of 9/30/15 =		\$4,381,114

Statement of Cash Flows for the 9-months ended September 30, 2015

Harbor Community Benefit Foundation	
Statement of Cash Flows: Unaudited	
For the Nine Months Ended September 30, 2015	
OPERATING ACTIVITIES	
PCMTF DISTRIBUTION - HCBF OPERATIONS	0
Interest and Dividends - Operations Savings Account	252
Expenses from Operations (PCMTF)	(319,392)
NET OPERATING ACTIVITIES	(319,140)
PROGRAM ACTIVITIES	
PROGRAM FUNDING RECEIVED FROM TRAPAC MOU	
Health Care	518,000
Community Grants	50,000
STEAM Grants	300,000
TOTAL PROGRAM FUNDS RECEIVED	868,000
PROGRAM DISBURSEMENTS	
Health Care Grants Paid	(449,000)
Land Use Study	(8,098)
Community Grants Paid	(241,000)
STEAM Grants Paid	(300,000)
TOTAL PROGRAM DISBURSEMENTS	(998,098)
NET PROGRAM ACTIVITIES (FUNDS RECEIVED MINUS DISBURSEMENTS)	(130,098)
Adjustments to Reconcile Net Income to Net Cash Provided by Operations:	
Payroll Liabilities	(14,850)
Accrued Expenses	(6,050)
Prepaid Expenses and Deposits	(4,467)
TOTAL ADJUSTMENTS	(25,367)
NET CASH PROVIDED BY OPERATING & PROGRAM ACTIVITIES BEFORE UNRESTRICTED INCOME	(474,605)
TOTAL UNRESTRICTED INCOME [B]	20,244
NET CASH PROVIDED BY OPERATING AND PROGRAM ACTIVITIES	(454,361)
FINANCING ACTIVITIES	
PROGRAM FUNDING	(868,000)
PCMTF DISTRIBUTION FOR OPERATING EXPENSES	0
PCMTF Retained Income held by JP Morgan	80,900
PCMTF Fees Paid Directly to JP Morgan	(7,331)
PCMTF Market Value Change [A]	(46,629)
NET CASH PROVIDED BY FINANCING ACTIVITIES	(841,060)
NET CASH INCREASE (DECREASE) FOR PERIOD	(1,295,421)
CASH AT BEGINNING OF PERIOD	6,414,278
CASH AT END OF PERIOD	5,118,857
[A] Loss or Gain in Market Value - Managed by J. P. Morgan Chase Private Bank	
[B] Includes \$20,000 Water Quality Program Settlement	

Combined Statement of Financial Position as of September 30, 2015

Harbor Community Benefit Foundation			
Combined Statement of Financial Position: Unaudited			
As of September 30, 2015			
	As of September 30, 2015		
	Detail	Subtotals	As of Dec. 2014
ASSETS			
CURRENT ASSETS - BANK ACCOUNTS			
Trust Account - Held by 3rd Party Financial Manager *			
1902 Port Mitigation Trust Fund Net of Fees & Market Value Change *	4,379,888	4,379,888	5,220,948
Operations Accounts - Restricted			
1100 Operations Account	41,184		518,430
1200 Payroll Account	43,185		50,437
1300 Business Savings Account - Interest Bearing	180,899		40,654
Subtotal Operations Accounts - Restricted		265,268	609,521
Projects and Programs Accounts - Restricted			
1400 Land Use	181,819		189,917
1500 Noise	23,403		23,403
1600 Health Care Grants	183,000		114,000
1700 Other Grants	30,000		221,000
Subtotal Projects and Programs Accounts - Restricted		418,222	548,320
Unrestricted - Non PCMTF Account			
1901 Unrestricted - Donations Account	55,479		35,489
Subtotal Non PCMTF		55,479	35,489
TOTAL CURRENT ASSETS - BANK ACCOUNTS	5,118,857	5,118,857	6,414,278
Prepaid Expenses and Deposits	9,089	9,089	4,622
TOTAL ASSETS	5,127,946	5,127,946	6,418,900
LIABILITIES AND NET ASSETS			
LIABILITIES - OPERATIONS			
Current Liabilities			
2050 Accounts Payable (Grantees)	213,000		335,000
2100 Payroll Liabilities	2,853		17,703
2075 Accrued Expenses & 2060 Funds Held For Others	-		6,050
Total Current Liabilities		215,853	358,753
TOTAL LIABILITIES	215,853	215,853	358,753
NET ASSETS			
UNRESTRICTED NET ASSETS			
2900 PCMTF - UNCOMMITTED FUNDS *	4,381,114	4,381,114	5,220,948
TEMPORARILY RESTRICTED NET ASSETS			
3701 Land Use Study	181,819		189,917
3702 Noise Mitigation	23,403		23,403
3705 HCBF Operations (for 2015 Budget)	-		482,000
Total Temporarily Restricted Net Assets		205,222	695,320
TOTAL NET ASSETS	4,913,319	4,913,319	6,060,147
TOTAL LIABILITIES AND NET ASSETS	5,129,172	5,129,172	6,418,900
* PCMTF Notes: Trustee - J. P. Morgan	YTD 2015		Total 2014
JP Morgan Admin and Investment Fees Paid	(7,331)		(5,515)
Market Value Change	(46,629)		(90,445)
Trust Fund Income - Held by J. P. Morgan	80,900		125,355
Trust Fund Gain or (Loss) Net of Fees and Market Value Change	26,940		29,395
New Independent Financial Manager as of 12/30/13: JP Morgan Chase Private Bank			

Statement of Activities by Class for 9-months ended September 30, 2015

Harbor Community Benefit Foundation												
Statement of Activities by Class: Unaudited												
For the Nine Months Ended September 30, 2015												
	HCBF Operations	Non Tidelands	Total HCBF	Health Care Grants	Land Use Study	Noise Assessment	Community Grants	STEAM Grants	Total Projects & Programs	TOTAL YTD Actual	YTD Budget	Notes
Income												
4200 PMTF Distribution	0		0						0	0	482,000	[A]
4201 Carryforward	0		0						0	0	29,700	
Restriction	482,000		482,000	518,000	4,052	0	50,000	300,000	872,052	1,354,052	0	[A]
4400 Encumbered Funds												
4401 Restricted Grants			0	518,000	0	0	50,000	300,000	868,000	868,000	0	
4402 Satisfaction of Use Restriction	(482,000)		(482,000)	(518,000)	(4,052)	0	(50,000)	(300,000)	(872,052)	(1,354,052)	0	[A]
Total 4400 Encumbered Funds	(482,000)	0	(482,000)	0	(4,052)	0	0	0	(4,052)	(486,052)	0	
4900 Unrestricted Income	183	61	244						0	244	0	
4910 Water Quality Program Settlement	0	20,000	20,000						0	20,000	0	
4950 Interest and Dividends	252		252						0	252	0	
Total Income	435	20,061	20,496	518,000	0	0	50,000	300,000	868,000	888,496	511,700	
Expenses												
6000 Furniture and Equipment	3,992		3,992						0	3,992	1,250	
6100 Office Expenses												
6101 Bank Fees	18		18						0	18		
6102 Communications	5,162		5,162						0	5,162		
6103 Software & Fees	1,069		1,069						0	1,069		
6104 Supplies	2,739		2,739						0	2,739		
6107 Postage and Delivery	258		258						0	258		
6108 Printing	114		114						0	114		
Total 6100 Office Expenses	9,960	0	9,960	0	0	0	0	0	0	9,960	11,250	
6105 Rent	13,609		13,609						0	13,609	11,998	
6106 Security	1,155		1,155						0	1,155	702	
6200 Dues & Subscriptions	3,077		3,077						0	3,077	4,000	
6300 Insurance	2,803		2,803						0	2,803	2,328	
6400 Maintenance & Repairs	696		696						0	696	600	
6500 Marketing	10,746		10,746						0	10,746	14,000	
6600 Meeting, Meals & Entertainment	1,703		1,703						0	1,703	2,250	
6700 Mileage & Parking Reimbursed	184		184						0	184	1,090	
6800 Payroll Expenses												
6801 Taxes	14,731		14,731						0	14,731		
6802 Wages	165,484		165,484						0	165,484		
6803 Work Comp & Employee Benefits	13,235		13,235						0	13,235		
6807 Retirement - Co. Contributions	6,708		6,708						0	6,708		
Total 6800 Payroll Expenses	200,156	0	200,156	0	0	0	0	0	0	200,156	259,974	
6804 Staff Development	400		400						0	400	750	
6900 Professional Fees			0						0	0		
6901 Accounting & Audit	27,877		27,877						0	27,877		
6902 Consultants	19,863		19,863						0	19,863		
6903 Legal Fees	15,650		15,650						0	15,650		
Total 6900 Professional Fees	63,390	0	63,390	0	0	0	0	0	0	63,390	56,250	
6950 Taxes & Licenses	150		150						0	150	550	
6960 Travel & Conferences	1,071		1,071						0	1,071	1,125	
6999 Program-Related Expenses	6,500		6,500						0	6,500	17,000	
Sub-Total: HCBF Operations	319,392	0	319,392	0	0	0	0	0	0	319,392	385,115	
Projects & Programs:												
7000 Noise Assessment												
7001 Consultant			0			0	0	0	0	0	0	
7002 Reimbursable			0			0	0	0	0	0	0	
7003 Printing/Postage			0			0	0	0	0	0	0	
Total 7000 Noise Assessment	0	0	0	0	0	0	0	0	0	0	0	
7300 Land Use Study												
7301 Consultant			0		8,098				8,098	8,098	0	
7302 Reimbursable			0		0				0	0	0	
Total 7300 Land Use Study	0	0	0	0	8,098	0	0	0	8,098	8,098	0	
7400 Health Care Program												
7401 Grantees			0	518,000					518,000	518,000	0	
7402 Reimbursable			0	0					0	0	0	
Total 7400 Health Care Program	0	0	0	518,000	0	0	0	0	518,000	518,000	0	
7600 Community Grant Program												
7601 Grantees - Round 1			0	0			0	0	0	0	0	
7602 Grantees - Round 2			0	0			50,000	0	50,000	50,000	0	
Total 7600 Community Grant Program	0	0	0	0	0	0	50,000	0	50,000	50,000	0	
7701 Harbor Schools STEAM Grants			0	0	0		0	300,000	300,000	300,000	0	
Total Expenses	319,392	0	319,392	518,000	8,098	0	50,000	300,000	876,098	1,195,490	385,115	
Net Income	(318,957)	20,061	(298,896)	0	(8,098)	0	0	0	(8,098)	(306,994)	126,585	

[A] The PMTF Distribution for the 2015 operating budget was made in December 2014, and was recorded as restricted revenue in 2014 in accordance with Generally Accepted Accounting Principles. In January 2015, the full amount was released from restriction (out of restricted account #4402 and into unrestricted account #4300).



TRANSMITTAL 1 - Budget Request

To: HCBF Board

From: Ben Schirmer, Executive Director, Harbor Community Benefit Foundation

Cc: Michael Jenkins, Jenkins and Hogin, LLP, Counsel for HCBF

Date: October 16, 2015

Re: HCBF Operating Budget request for year-end December 31, 2016 & PCMTF Transfer

SUMMARY

Reviewed and approved by the Ad Hoc Budget Committee including the Board Chair, Sean Hecht and Board Treasurer, Michele Prichard, staff will present an overview of expenditures in 2015 (9 months actual plus 3 month forecast), followed by a recommendation for funding its Calendar Year 2016 Operating Budget.

RECOMMENDATION

Board to approve and adopt the 2016 HCBF Operating Budget.

Board Resolution:

- 1. Approve and adopt the 2016 HCBF Operating Budget totaling \$437,706,**
- 2. Authorize the Executive Director to carry forward anticipated unused funds, in the amount of \$78,382 from the 2015 operating budget; and**
- 3. Authorize the Executive Director to:**
 - a) present the 2016 annual operating budget in the amount of \$437,706, to the LA Board of Harbor Commissioners (BOHC), for its concurrence; and**
 - b) execute a joint letter with the BOHC, or its designee, to approve the distribution of funds in one lump sum transfer from the Port Community Mitigation Trust Fund (PCMTF) to HCBF, in an amount not-to-exceed \$359,325 to sufficiently fund the 2016 annual operating budget.**

Note: this amount may be reduced if the Board of Harbor Commissioners approves the pending China Shipping agreement (See Note on page 6).

BACKGROUND

On October 10, 2014, the HCBF Board approved and adopted the 2015 Operating Budget totaling \$511,700. The Board Action authorized staff to apply unused funds in the amount of \$29,700 from the 2015 operating budget, present the 2015 annual operating budget to the Port of Los Angeles Board of Harbor Commissioners "BOHC", and to request a transfer of funds from the PCMTF in the amount of \$482,000 to fully fund HCBF's 2015 Operating Budget.

On December 18, 2014, the BOHC reviewed and approved HCBF's 2015 Operating Budget in the amount of \$511,700.

DISCUSSION

2015 ACTUALS THROUGH SEPTEMBER 30, 2015 WITH PROJECTED EXPENSES FOR OCTOBER, NOVEMBER AND DECEMBER AS COMPARED TO THE APPROVED BUDGET FOR 2015:

Below is a summary of HCBF’s reconciled accounts for the 9-month period ending September 30, 2015, with a 3-month forecast for the calendar year ending December 31, 2015 as compared to the approved budget for 2015. An explanation of the variances follows.

Harbor Community Benefit Foundation					
2016 BUDGET - Proposed					
January - December 2016					
2015					
	Approved Budget	Actuals (Jan - Sept)	Projected (Oct - Dec)	2015 Total	Actuals v. Budget
Source of Funds:					
Carry Forward from previous year	\$29,700			\$29,700	
Air Quality Trust Fund	\$0				
4200 PCMTF Distribution	\$482,000			\$482,000	
Total Funding =	\$511,700			\$511,700	
Expenses					
Personnel:					
6800 Payroll Expenses					
6801 Payroll Taxes	Not included**	\$14,731	\$5,813	\$20,544	
6802 Wages	\$277,300	\$165,485	\$75,975	\$241,460	-\$35,840
6803 Work Comp & Employee Benefits	\$69,325	\$13,453	\$5,400	\$18,853	
6805 401(K) Match	Not included**	\$6,706	\$2,688	\$9,394	
Subtotal Personnel =	\$346,625	\$200,374	\$89,876	\$290,250	-\$56,375
General Operating:					
6000 Furniture and Equipment	\$1,250	\$3,992	\$300	\$4,292	\$3,042
6100 Office Expenses	\$15,000	\$9,960	\$3,320	\$13,280	-\$1,720
6105 Rent	\$16,000	\$13,609	\$4,311	\$17,920	\$1,920
6106 Security	\$935	\$1,155	\$0	\$1,155	\$220
6200 Dues & Subscriptions	\$4,000	\$3,077	\$900	\$3,977	-\$23
6300 Insurance	\$3,100	\$2,603	\$945	\$3,548	\$448
6400 Maintenance & Repairs	\$790	\$696	\$100	\$796	\$6
6500 Marketing	\$18,500	\$10,746	\$3,582	\$14,329	-\$4,171
6600 Meeting, Meals & Ent.	\$3,000	\$1,703	\$150	\$1,853	-\$1,147
6700 Mileage & Parking Reimb.	\$1,450	\$184	\$225	\$409	-\$1,041
6804 Staff Development	\$1,000	\$400	\$600	\$1,000	\$0
6900 Professional Fees	\$75,000	\$63,390	\$9,000	\$72,390	-\$2,610
6950 Taxes & Licenses	\$550	\$150	\$400	\$550	\$0
6960 Travel & Conferences	\$1,500	\$1,071	\$0	\$1,071	-\$429
6999 Program-Related Expenses	\$23,000	\$6,500	\$0	\$6,500	-\$16,500
Subtotal General Operating =	\$165,075	\$119,235	\$23,833	\$143,068	-\$22,007
Total Expenses =	\$511,700	\$319,609	\$113,709	\$433,318	-\$78,382
Net Surplus/Deficit =	\$0			\$78,382	
** Not included as a separate line item in 2015 budget					

SUMMARY OF VARIANCES BETWEEN 2015 BUDGET V. 2015 ACTUALS BY COST ACCOUNT:

Personnel Expenses:

- 6801 - Not included as a separate line item in 2015 budget.
- 6802 - Actuals were lower than budgeted due to timing of replacing the Executive Director.
- 6803 - This line item included both 6801 and 6805 in the 2015 budget and is lower due to the timing of replacing the Executive Director.
- 6805 - Not included as a separate line item in 2015 budget.

General Operating Expenses:

- 6000 - HCBF relocated its office in July of 2015 and purchased furniture and a laptop for the new Executive Director.
- 6100 - Actuals are less due to overall effort to reduce administrative expenses including renegotiating service contracts such as Verizon Wireless account and ordering office supplies through our San Pedro Chamber membership.
- 6105 - As noted above, HCBF moved its offices in July of 2015 due to the termination of its lease and proposed increase in rent. The budgeted amount for rent did not adequately reflect the rate hike. As of June 2015 the rent was \$1,371.96 plus CAM. Our current rent is \$1,237.00. There is no CAM assessment at our current location.
- 6106 - Security is no longer needed at the new office space.
- 6200 - Minimal variance.
- 6300 - Actuals exceeded budgeted amount due to rate increases.
- 6400 - Minimal variance.
- 6500 - Actuals are less due to overall effort to reduce administrative expenses including bringing most website maintenance in-house.
- 6600 - Actuals are less due to overall effort to reduce administrative expenses including eliminating or greatly reducing the food provided at board meetings.
- 6700 - Actuals are less due to overall effort to reduce administrative expenses.
- 6804 - No variance.
- 6900 - Actuals represent cost for legal, accounting, audit and consultants used to assist the Foundation during the transition in Executive leadership.
- 6950 - No variance.
- 6960 - Actuals are less due to overall effort to reduce administrative expenses including focusing on local conferences that don't incur travel expenses.
- 6999 - As of July 2015 this line item has been eliminated in an effort to maximize PCMTF funds for grant related purposes.

EXCLUSIONS TO THE ADMINSTRATIVE BUDGET:

All trust fund income and expenses are paid directly to and/or from the fund. Hence, there are no projections for investment income, or expenses, reflected in the HCBF operating budget. As stewards of the trust fund, HCBF closely monitors its performance, and reconciles all PCMTF activity in its internal financial statements.

Grant funding is not reflected in the Operations Budget.

PROPOSED 2016 BUDGET REQUEST COMPARED TO 2015 APPROVED BUDGET:

On October 10, 2013, the HCBF Board of Directors adopted the 2015 Operating Budget totaling \$511,700. On December 18, 2014, the BOHC reviewed and approved HCBF’s 2015 Operating Budget. The chart below summarizes the proposed 2016 Operating Budget. For comparison, the approved budget for 2015 is included. As shown below, to meet its administrative needs, and fully fund the 2016 Operating Budget of \$437,706, HCBF requires a transfer of \$359,325 from the PCMTF.

Harbor Community Benefit Foundation					
2016 BUDGET - Proposed					
January - December 2016					
	2015	2016	%		
	Approved Budget	Proposed Budget	Increase or Decrease*		Notes for 2016 budget:
Source of Funds:					
Carry Forward from previous year	\$29,700	\$78,382			
Air Quality Trust Fund	\$0	\$0			Was not part of the 2015 budget
4200 PCMTF Distribution	\$482,000	\$359,325	-25.5%		
Total Funding =	\$511,700	\$437,706	-14.5%		
Expenses					
Personnel:					
6800 Payroll Expenses					
6801 Payroll Taxes	Not included**	\$21,471			Payroll taxes - Federal Soc. Sec. & Medicare, CA ETT, CA SUI.
6802 Wages	\$277,300	\$263,380	-5.0%		Based on salaries as of October 2015
6803 Work Comp & Employee Benefits	\$69,325	\$16,376	-76.4%		Medical, dental & vision, Worker's Comp, Intuit, payroll and 401K admn charges
6805 401(K) Match	Not included**	\$9,987			Based on match as of October 2015
Subtotal Personnel =	\$346,625	\$311,214	-10.2%		
General Operating:					
6000 Furniture and Equipment	\$1,250	\$2,400	92.0%		
6100 Office Expenses	\$15,000	\$9,838	-34.4%		Verizon; Go Daddy; Submittable, Office 365, AT&T, Office Depot orders, employee cell phone reimbursement, Adobe, water service, postage and printing
6105 Rent	\$16,000	\$17,244	7.8%		Rent and electric
6106 Security	\$935	\$0	-100.0%		No longer needed at new address
6200 Dues & Subscriptions	\$4,000	\$3,458	-13.5%		SoCal Grantmakers, San Pedro Chamber and Wilmington Chamber
6300 Insurance	\$3,100	\$4,202	35.5%		D&O, Gen Liab, and Bond
6400 Maintenance & Repairs	\$790	\$600	-24.1%		Based on \$50 per month
6500 Marketing	\$18,500	\$12,000	-35.1%		Website, mailings, community outreach and communications
6600 Meeting, Meals & Ent.	\$3,000	\$1,200	-60.0%		Board meetings, staff meetings
6700 Mileage & Parking Reimb.	\$1,450	\$1,800	24.1%		Staff travel to offsite meetings
6804 Staff Development	\$1,000	\$2,400	140.0%		Conference and workshop fees within Los Angeles
6900 Professional Fees	\$75,000	\$69,300	-7.6%		Legal, accounting and audit fees
6950 Taxes & Licenses	\$550	\$550	0.0%		Business license fee
6960 Travel & Conferences	\$1,500	\$1,500	0.0%		For conferences outside the LA area
6999 Program-Related Expenses	\$23,000	\$0	-100.0%		Deleted for 2016 budget
Subtotal General Operating =	\$165,075	\$126,492	-23.4%		
Total Expenses =	\$511,700	\$437,706	-14.5%		
Net Surplus/Deficit =	\$0	\$0			

* Percent Increase/Decrease compares 2015 approved budget to 2016 requested budget

** Not included as a separate line item in 2015 budget

PCMTF STATUS REPORT: FUNDING SUMMARY OF PREVIOUSLY APPROVED PROJECTS AND PROPOSED FUTURE FUNDING FOR PROJECTS:

Below is a chart that summarizes all previous grant funding, by year and by funding category. The chart also includes funding pending board approval for the end of 2015. The chart at the bottom is a summary of all PCMTF funding use to date.

Funding Summary:		
Funding, approved to date:		
2012	\$350,000	Healthy Harbor Round 1
	\$350,000	Total for 2012
2013	\$450,000	Healthy Harbor Round 2
	\$506,000	Community Benefit Round 1
	\$956,000	Total for 2013
2014	\$620,000	Community Benefit Round 2
	\$550,000	Healthy Harbor Round 3
	\$1,170,000	Total for 2014
2015	\$518,000	Healthy Harbor Round 4
	\$306,000	STEAM Pilot
	\$824,000	Total for 2015 (Previously approved)
	\$3,300,000	Grand Total (Committed funding to date)
Funding, pending approval:		
2015	\$350,000	Community Benefit Round 3 (Pending approval)
	\$350,000	Pending Board Approval for 2015
Summary of PCMTF Funding:		
	\$9,840,313	PCMTF Beginning Balance as of 1/27/2012
less	\$300,000	Land Use Study
less	\$185,000	Noise Study
less	\$3,300,000	Total of PCMTF grant funds committed to date
less	\$1,674,199	Net program-related and operating expenses to date (approx.)
	\$4,381,114	Current Balance of PCMTF funds as of 9/30/15 (JP Morgan)
less	\$350,000	Grants Pending Board Approval for 2015
	\$4,031,114	Projected balance of PCMTF funds (uncommitted)

China Shipping Agreement Update:

The City of Los Angeles acting through the Board of Harbor Commissioners, The Harbor Community Benefit Foundation and the China Shipping Petitioners are currently negotiating the Independent Air Quality Mitigation Program as required by the China Shipping Amended Stipulated Judgment. If approved, \$5,226,944 will be disbursed to HCBF for the reduction of Port-related air emissions (the “Air Quality Mitigation Fund”).

The agreement currently provides an advance of administrative costs of \$250,000 to HCBF from the AQMF special program account to administer development and issuance of the initial Requests for Proposal. If and when HCBF’s role in administering this program is finalized, HCBF will develop a specific budget to ensure that it uses the \$250,000 advance as efficiently as possible.

It is expected that HCBF will be able to administer the AQMF utilizing existing staff.

Summary of JP Morgan accounts:

Below is a graph that shows a summary of the 3 investment accounts and 1 savings account at JP Morgan. Information is from a JP Morgan Financial Review and Market Outlook report dated 10/14/15 showing summary of accounts as of September 30, 2015.

JP Morgan Account Balance Summary*	Savings/Investment Accounts
Beginning Balance (as of 12/31/14)	\$4,979,466
Contributions	\$0
Withdrawals	-\$625,145
Management Fees	-\$7,256
Income	\$102,568
change in investment value	-\$68,519
Ending Market Value as of 9/30/15 =	\$4,381,114

Attachment A - Statement of Activities by Class for 9-months ended September 30, 2015

Harbor Community Benefit Foundation												
Statement of Activities by Class: Unaudited												
For the Nine Months Ended September 30, 2015												
	HCBF	Non	Total	Health	Land Use	Noise	Communit	STEAM	Total	TOTAL	YTD	Notes
	Operations	Tidelands	HCBF	Care	Study	Assess-	y Grants	Grants	Projects	YTD	Budget	
				Grants		ment			& Programs	Actual		
Income												
4200 PMTF Distribution	0		0						0	0	482,000	[A]
4201 Carryforward	0		0						0	0	29,700	
Restriction	482,000		482,000	518,000	4,052	0	50,000	300,000	872,052	1,354,052	0	[A]
4400 Encumbered Funds												
4401 Restricted Grants			0	518,000	0	0	50,000	300,000	868,000	868,000	0	
4402 Satisfaction of Use Restriction	(482,000)		(482,000)	(518,000)	(4,052)	0	(50,000)	(300,000)	(872,052)	(1,354,052)	0	[A]
Total 4400 Encumbered Funds	(482,000)	0	(482,000)	0	(4,052)	0	0	0	(4,052)	(486,052)	0	
4900 Unrestricted Income	183	61	244						0	244	0	
4910 Water Quality Program Settlement	0	20,000	20,000						0	20,000	0	
4950 Interest and Dividends	252		252						0	252	0	
Total Income	435	20,061	20,496	518,000	0	0	50,000	300,000	868,000	888,496	511,700	
Expenses												
6000 Furniture and Equipment	3,992		3,992						0	3,992	1,250	
6100 Office Expenses												
6101 Bank Fees	18		18						0	18		
6102 Communications	5,162		5,162						0	5,162		
6103 Software & Fees	1,669		1,669						0	1,669		
6104 Supplies	2,739		2,739						0	2,739		
6107 Postage and Delivery	258		258						0	258		
6108 Printing	114		114						0	114		
Total 6100 Office Expenses	9,960	0	9,960	0	0	0	0	0	0	9,960	11,250	
6105 Rent	13,609		13,609						0	13,609	11,998	
6106 Security	1,155		1,155						0	1,155	702	
6200 Dues & Subscriptions	3,077		3,077						0	3,077	4,000	
6300 Insurance	2,603		2,603						0	2,603	2,326	
6400 Maintenance & Repairs	696		696						0	696	600	
6500 Marketing	10,746		10,746						0	10,746	14,000	
6600 Meeting, Meals & Entertainment	1,703		1,703						0	1,703	2,250	
6700 Mileage & Parking Reimbursed	184		184						0	184	1,090	
6800 Payroll Expenses												
6801 Taxes	14,731		14,731						0	14,731		
6802 Wages	165,484		165,484						0	165,484		
6803 Work Comp & Employee Benefits	13,235		13,235						0	13,235		
6807 Retirement - Co. Contributions	6,706		6,706						0	6,706		
Total 6800 Payroll Expenses	200,156	0	200,156	0	0	0	0	0	0	200,156	259,974	
6804 Staff Development	400		400						0	400	750	
6900 Professional Fees			0						0	0		
6901 Accounting & Audit	27,877		27,877						0	27,877		
6902 Consultants	19,863		19,863						0	19,863		
6903 Legal Fees	15,650		15,650						0	15,650		
Total 6900 Professional Fees	63,390	0	63,390	0	0	0	0	0	0	63,390	56,250	
6950 Taxes & Licenses	150		150						0	150	550	
6960 Travel & Conferences	1,071		1,071						0	1,071	1,125	
6999 Program-Related Expenses	6,500		6,500						0	6,500	17,000	
Sub-Total: HCBF Operations	319,392	0	319,392	0	0	0	0	0	0	319,392	385,115	
Projects & Programs:												
7000 Noise Assessment												
7001 Consultant			0			0	0	0	0	0	0	
7002 Reimbursable			0			0	0	0	0	0	0	
7003 Printing/Postage			0			0	0	0	0	0	0	
Total 7000 Noise Assessment	0	0	0	0	0	0	0	0	0	0	0	
7300 Land Use Study												
7301 Consultant			0		8,098				8,098	8,098	0	
7302 Reimbursable			0		0				0	0	0	
Total 7300 Land Use Study	0	0	0	0	8,098	0	0	0	8,098	8,098	0	
7400 Health Care Program												
7401 Grantees			0	518,000					518,000	518,000	0	
7402 Reimbursable			0	0					0	0	0	
Total 7400 Health Care Program	0	0	0	518,000	0	0	0	0	518,000	518,000	0	
7600 Community Grant Program												
7601 Grantees - Round 1			0				0	0	0	0	0	
7602 Grantees - Round 2			0				50,000	0	50,000	50,000	0	
Total 7600 Community Grant Program	0	0	0	0	0	0	50,000	0	50,000	50,000	0	
7701 Harbor Schools STEAM Grants			0		0			300,000	300,000	300,000	0	
Total Expenses	319,392	0	319,392	518,000	8,098	0	50,000	300,000	876,098	1,195,490	385,115	
Net Income	(318,957)	20,061	(298,896)	0	(8,098)	0	0	0	(8,098)	(306,994)	126,585	

[A] The PMTF Distribution for the 2015 operating budget was made in December 2014, and was recorded as restricted revenue in 2014 in accordance with Generally Accepted Accounting Principles. In January 2015, the full amount was released from restriction (out of restricted account #4402 and into unrestricted account #4300).

Attachment B - Statement of Cash Flows for the 9-months ended September 30, 2015

Harbor Community Benefit Foundation	
Statement of Cash Flows: Unaudited	
For the Nine Months Ended September 30, 2015	
OPERATING ACTIVITIES	
PCMTF DISTRIBUTION - HCBF OPERATIONS	0
Interest and Dividends - Operations Savings Account	252
Expenses from Operations (PCMTF)	(319,392)
NET OPERATING ACTIVITIES	(319,140)
PROGRAM ACTIVITIES	
PROGRAM FUNDING RECEIVED FROM TRAPAC MOU	
Health Care	518,000
Community Grants	50,000
STEAM Grants	300,000
TOTAL PROGRAM FUNDS RECEIVED	868,000
PROGRAM DISBURSEMENTS	
Health Care Grants Paid	(449,000)
Land Use Study	(8,098)
Community Grants Paid	(241,000)
STEAM Grants Paid	(300,000)
TOTAL PROGRAM DISBURSEMENTS	(998,098)
NET PROGRAM ACTIVITIES (FUNDS RECEIVED MINUS DISBURSEMENTS)	(130,098)
Adjustments to Reconcile Net Income to Net Cash Provided by Operations:	
Payroll Liabilities	(14,850)
Accrued Expenses	(6,050)
Prepaid Expenses and Deposits	(4,467)
TOTAL ADJUSTMENTS	(25,367)
NET CASH PROVIDED BY OPERATING & PROGRAM ACTIVITIES BEFORE UNRESTRICTED INCOME	(474,605)
TOTAL UNRESTRICTED INCOME [B]	20,244
NET CASH PROVIDED BY OPERATING AND PROGRAM ACTIVITIES	(454,361)
FINANCING ACTIVITIES	
PROGRAM FUNDING	(868,000)
PCMTF DISTRIBUTION FOR OPERATING EXPENSES	0
PCMTF Retained Income held by JP Morgan	80,900
PCMTF Fees Paid Directly to JP Morgan	(7,331)
PCMTF Market Value Change [A]	(46,629)
NET CASH PROVIDED BY FINANCING ACTIVITIES	(841,060)
NET CASH INCREASE (DECREASE) FOR PERIOD	(1,295,421)
CASH AT BEGINNING OF PERIOD	6,414,278
CASH AT END OF PERIOD	5,118,857
[A] Loss or Gain in Market Value - Managed by J. P. Morgan Chase Private Bank	
[B] Includes \$20,000 Water Quality Program Settlement	

Attachment C - Combined Statement of Financial Position as of September 30, 2015

Harbor Community Benefit Foundation			
Combined Statement of Financial Position: Unaudited			
As of September 30, 2015			
	As of September 30, 2015		
	Detail	Subtotals	As of Dec. 2014
ASSETS			
CURRENT ASSETS - BANK ACCOUNTS			
Trust Account - Held by 3rd Party Financial Manager *			
1902 Port Mitigation Trust Fund Net of Fees & Market Value Change *	4,379,888	4,379,888	5,220,948
Operations Accounts - Restricted			
1100 Operations Account	41,184		518,430
1200 Payroll Account	43,185		50,437
1300 Business Savings Account - Interest Bearing	180,899		40,654
Subtotal Operations Accounts - Restricted		265,268	609,521
Projects and Programs Accounts - Restricted			
1400 Land Use	181,819		189,917
1500 Noise	23,403		23,403
1600 Health Care Grants	183,000		114,000
1700 Other Grants	30,000		221,000
Subtotal Projects and Programs Accounts - Restricted		418,222	548,320
Unrestricted - Non PCMTF Account			
1901 Unrestricted - Donations Account	55,479		35,489
Subtotal Non PCMTF		55,479	35,489
TOTAL CURRENT ASSETS - BANK ACCOUNTS	5,118,857	5,118,857	6,414,278
Prepaid Expenses and Deposits	9,089	9,089	4,622
TOTAL ASSETS	5,127,946	5,127,946	6,418,900
LIABILITIES AND NET ASSETS			
LIABILITIES - OPERATIONS			
Current Liabilities			
2050 Accounts Payable (Grantees)	213,000		335,000
2100 Payroll Liabilities	2,853		17,703
2075 Accrued Expenses & 2060 Funds Held For Others	-		6,050
Total Current Liabilities		215,853	358,753
TOTAL LIABILITIES	215,853	215,853	358,753
NET ASSETS			
UNRESTRICTED NET ASSETS			
2900 PCMTF - UNCOMMITTED FUNDS *	4,379,888	4,379,888	5,220,948
TEMPORARILY RESTRICTED NET ASSETS			
3701 Land Use Study	181,819		189,917
3702 Noise Mitigation	23,403		23,403
3705 HCBF Operations (for 2015 Budget)	-		482,000
Total Temporarily Restricted Net Assets		205,222	695,320
TOTAL NET ASSETS	4,912,093	4,912,093	6,060,147
TOTAL LIABILITIES AND NET ASSETS	5,127,946	5,127,946	6,418,900
* PCMTF Notes: Trustee - J. P. Morgan			
	YTD 2015		Total 2014
JP Morgan Admin and Investment Fees Paid	(7,331)		(5,515)
Market Value Change	(46,629)		(90,445)
Trust Fund Income - Held by J. P. Morgan	80,900		125,355
Trust Fund Gain or (Loss) Net of Fees and Market Value Change	26,940		29,395
New Independent Financial Manager as of 12/30/13: JP Morgan Chase Private Bank			